



Camrose

# 2024 FALL BREAK DAY CAMP REGISTRATION

## PROGRAM DETAILS

**PROGRAM DESCRIPTION: 2024 Fall Break Day Camp** is a fun and interactive BGC Camrose program that offers socialization, crafts, sports, games, cooking, science activities, and more. Most activities will all take place indoors, on site, at the BGC Camrose location. Weather permitting, some activities may take place outdoors, on site (Recreation Centre grounds, within a 5-minute walking distance from the BGC Camrose site). Our group will go to the Camrose Community Centre fieldhouse gym for non-competitive sports activities and games from 9:30am - 10:30am on November 12<sup>th</sup> (Tue) and 14<sup>th</sup> (Thu). Participants will walk to the fieldhouse if weather permits and take the BGC Camrose bus if weather does not permit participants to walk. We may listen to music or watch a movie (age-appropriate).

**ELIGIBILITY:** Grades 1-5. Membership Required.

**SCHEDULE: 2024 Fall Break Day Camp** operates from 8:30 AM to 3:30 PM on November 12 to 15 (Monday thru Friday).

**CONTACT INFORMATION: Call or text 780-679-7474** (not manned outside of program hours).

- If you need immediate assistance outside program hours, call or text Trish, Program Director: 780-679-4570.

### DROP-OFF & PICK-UP INFORMATION

- Please drop off and pick up your child as close to the program's start and end times as possible.
- BGC staff may not be on site before and after program hours.
- BGC Camrose is located on the 2nd floor of the Recreation Centre, 4412-56 Street (beside the Aquatic Centre).
- USE CENTRAL ENTRANCE. Club staff will greet you.

**FEES:** 2024-2025 BGC Camrose Membership: \$20 per child / Program Fee: \$100.00 per child

- Membership fee (non-refundable) is due upon acceptance into the program.
- Program fee is due within one month of attending the program (unless an alternative arrangement has been made with Trish).
- Fees are refundable with one full week notice of withdrawal from the program OR if we fill your spot with less than one week notice.
- Let Trish know as soon as possible if fees are causing hardship. We will do what we can to help, however; we are unable to waive the Membership fee or the full amount of the program fee.

**PAYMENTS:** Contact Trish for all matters relating to fees and payments.

Cell: 780-679-4570 (call or text) / Email: [trish@camroseboysandgirlsclub.ca](mailto:trish@camroseboysandgirlsclub.ca)

### **BGC Camrose accepts CASH or e-transfer payments.**

#### E-transfer Payments

- Make e-transfers to: [payment@camroseboysandgirlsclub.ca](mailto:payment@camroseboysandgirlsclub.ca)
- Specify payment details in Message box (i.e. Child Name-Fall Camp)
- E-transfer payments are auto-deposited and do not require a security question.
- You will receive confirmation that we received your payment via text or email.

#### Cash Payments

- Cash payments **must be pre-arranged through Trish** (text 780-679-4570 to schedule).
- A paper receipt will be provided for cash payments at the time of payment.

**RECORD OF PAYMENT:** A record of your annual payments for the previous year (January thru December) will be emailed to you in February.



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## SUPPLIES:

### PLEASE SEND DAILY

- Bagged Lunch & 2 Personal Snacks**
- Water bottle**
- Indoor Runners (Tuesday and Thursday)**
- Socks**

- Please label your child’s belongings.
- We will make every reasonable effort to safeguard your child’s personal belongings, however; we are not responsible for lost, stolen or damaged items.
- Participants must be dressed appropriately for the weather and for participation in moderate physical activity.
- If your child arrives without an item from this list, and BGC Camrose provides the item, you may be billed for that item.

### PLEASE DO NOT SEND

- Money
- Electronics
- Valuables

- Personal belongings that disrupt activities, cause conflict or present a risk during programs may be confiscated and given to the parent/guardian upon pick up.

## COMMUNICATION:

### **Parent/guardian will notify BGC Camrose as soon as possible of the following:**

- If your child is going to be late for the program.
  - If you are going to be late picking your child up from the program (*you may be billed for staff wages*).
  - *If you have not notified us that your child will be picked up late, and we are unable to contact anyone listed on their membership application, we may contact Child and Family Services.*
- If your child is going to be absent from the program.
- If your child is being withdrawn from the program.
- Changes to your child’s support needs or ability to participate.
- Concerns about your child’s experience in the program.
- Suggestions to enhance your child’s experience in the program.

### **BGC Camrose will notify the parent / guardian as soon as possible of the following:**

- Your child’s successes / highlights in the program.
- Concerns regarding your child’s participation / experience in the program.
- Suggestions to enhance your child’s experience in the program.

## PARTICIPANT CODE OF CONDUCT:

BGC Camrose is committed to providing a safe, healthy, positive and fun 2024 Fall Break Day Camp experience for all program participants. BGC Camrose applies relationship based, positive, proactive and preventative behavioural supports and works with its members to resolve conflict peacefully and to acquire the knowledge, tools, skills and confidence to develop and sustain positive and healthy relationships. Program participants are required to abide by the BGC Camrose Member Code of Conduct. Please ensure your child is aware of these expectations before they attend. Staff will support participants to learn and apply the **Code of Conduct**:

- |   |  |
|---|--|
| <input type="checkbox"/> Make safe choices            | <input type="checkbox"/> Use manners                             |
| <input type="checkbox"/> Respect yourself             | <input type="checkbox"/> Follow staff instructions               |
| <input type="checkbox"/> Respect others (NO BULLYING) | <input type="checkbox"/> Let staff know if there is a problem    |
| <input type="checkbox"/> Respect property             | <input type="checkbox"/> Cooperate to work through problems      |
| <input type="checkbox"/> Be honest                    | <input type="checkbox"/> Participate to the best of your ability |
| <input type="checkbox"/> Be kind                      | <input type="checkbox"/> Have Fun!                               |

- You may be held financially responsible for damage to property caused by your child.
- Conflict Resolution will be facilitated with involved members as soon as possible.
- Physical Aggression (hitting, kicking, pushing, biting, poking, spitting, or any other physically aggressive act) will not be tolerated, and may result in a temporary or permanent suspension from the program.

- We will make every reasonable effort to support your child to safely and successfully participate in the program; however, if your child's behaviour places them or another child at risk of harm, they may be temporarily or permanently suspended from the program.

#### **SAFETY:**

BGC Camrose will take every reasonable precaution to ensure your child's safety, including but not limited to:

- ♥ Screened, well trained and experienced staff supervise and support participants to successfully participate.
- ♥ Staff have First Aid certification and First Aid kits are on hand always.
- ♥ Cell phones is always carried during program.
- ♥ Individual participant needs are incorporated into staff training and reviewed regularly.
- ♥ Contact information, emergency contact, AHC# and individual photos are on hand always (securely).
- ♥ Emergency procedures, Member Code of Conduct and Passenger Code of Conduct are reviewed with participants at the start of each week, and incidentally as needed thereafter.
- ♥ Conditions (environment, weather, equipment, etc.) are evaluated on an ongoing basis. Plans / activities are adapted to maximize safety as needed.
- ♥ BGC Camrose Program Director is on call to support the staffing team.

#### **TRANSPORTATION:**

If the weather does not permit participants to walk to the Camrose Community Centre fieldhouse gym (Tuesday & Thursday) participants will be transported via the BGC Camrose 22 passenger bus. Permission to participate in this off-site activity is assumed if your child is in attendance. Please do not send your child if you do not want them to participate. BGC Camrose will make every reasonable effort to ensure your child's safety while being transported via the BGC Camrose bus, including but not limited to:

- 🚍 Bus/van is maintained and in good repair as per applicable Provincial laws and standards.
- 🚍 Emergency supplies are carried on the bus/van (i.e. first aid kit, cell phone, fire extinguisher, etc.).
- 🚍 Driver possesses a valid Class 4 Operator's License, has provided a Drivers Abstract and is familiar with relevant Emergency procedures.
- 🚍 Bus/van is always operated in a safe and courteous manner while obeying Provincial Traffic and Driving Laws.
- 🚍 Members are held accountable for their behavior on the bus/van and are expected to adhere to the following BGC Camrose Passenger Code of Conduct:
  - Board the bus/van in an orderly and safe manner (no pushing, running, etc.).
  - Remain reasonably quiet and respectful on the bus/van, will take direction from the bus/van driver, and will not cause unnecessary distractions or disruptions to the driver.
  - Remain seated while the bus/van is in motion and once they have selected a seat, must not change seats.
  - Not throw any object, or extend any part of their person, out of the bus/van window.
  - Not leave garbage on the bus/van unless it is disposed of in the trash can provided.
  - Not eat or drink on the bus/van, unless they have permission from the driver.
  - Wait for the bus/van to come to a complete stop and the doors to open before leaving their seat to exit the bus/van and will exit in an orderly and safe manner.

**RISKS AND PRECAUTIONS:** Participation in **2024 Fall Break Day Camp** exposes participants to the possibility of injury. Risks and precautions associated with participation in programs offered by BGC Camrose are indicated in your child's BGC Camrose 2024-2025 Membership Agreement. Choosing to permit your child to participate in **2024 Fall Break Day Camp** brings with it the assumption of the risks outlined and you agree to assume full responsibility to instruct your child about the risks and choices available relative to those risks. In addition, you understand that you are free to withdraw your child from **2024 Fall Break Day Camp** at any time.



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**PARENT/GUARDIAN DECLARATION:**

**I declare that I have read, understood, and agree to** the contents of this document in its entirety.

If my child secures a spot in **2024 Fall Break Day Camp**, I will make every reasonable effort to ensure they attend the program on time with the items they are required to bring. I relieve BGC Camrose, its employees and volunteers of any, and all, responsibility for injury, accident, or loss to my child during or by reason of participating in **2024 Fall Break Day Camp**.

I (parent/guardian name) \_\_\_\_\_ **give my consent** for my child/children (child name/s) \_\_\_\_\_

to participate in **2024 Fall Break Day Camp** as described in this document.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Eligible applicants will be assigned a spot in this program in the order their registration form is received. A waitlist will be started for applicants who are not assigned a spot in this program. Waitlisted applicants will be notified as soon as possible if a spot comes available.*

**STATUS:**